



State Level Financial Aid Training

March 23, 2026



Agenda

09:00 am	State Financial Aid Updates
09:20 am	State Aid Appeals
09:30 am	WV Higher Education Grant
09:50 am	Promise Scholarship
11:00 am	WV Stem Scholarship & Underwood Smith Teaching Scholars Program
11:15 am	Nursing & Allied Health Service Program
11:20 am	STAND Program
11:30 am	WV Invests Grant



State Aid Update

- Institutions enter budget information directly into FAMS for 26-27 available April 1 and need updated prior to May 1
 - Public schools – we will update tuition based upon what is submitted to finance for approval
 - Private schools – send us an email with amount of tuition/fees for 26-27
- Make sure FAMS users are up to date and when someone leaves the FAMS administrator on the campus is locking the account or having our office lock the account.



State Aid Update

- Have 26-27 award information for Promise and WV Higher Education Grant by April 1
- State Aid Reviews have started on a 3-year cycle
- Reconciliation and closing can begin May 1; please make sure all changes are made in FAMS before requesting a closing statement. Any changes after you request a closing will be handled in the final closing in October.



Legislative Update

- HB 5212 begins the streamline of financial aid process.
- Law goes into effect June 12 pending Governor's signature
- Will be doing emergency legislative rules and then regular legislative rules that will be approved next legislative session



Streamlined State Financial Aid

- WV Invests Grant
 - Eliminates drug screen starting with Summer 2026 term
 - Institutes a 6-semester limit based upon enrollment intensity
 - No longer based upon 90 attempted credits
 - Those with an associate degree are eligible for Invests
 - Those with a bachelor's degree are not eligible unless pursuing a program in EMS
 - The 2-year residency requirement begins once no longer enrolled at an Invests eligible institution
 - Academic programs approved by Council and not Commerce



Streamlined State Financial Aid

- WV Higher Education Grant
 - Students can enroll part-time; the 8-semester limit will be based upon enrollment intensity.
 - Students will no longer have to complete credit hours to renew, just maintain a 2.0 cum gpa and meeting SAP
 - Eliminates HEAPS Part-time Grant
 - HEAPS Workforce renamed Future Workforce Grant
- Promise
 - Eliminate the core GPA and core course requirement
 - Removing subscore requirement for ACT and SAT; will be evaluating off of cumulative gpa and composite ACT/SAT. Will continue to superscore

Streamlined State Financial Aid

- Medical Student Loan
 - Increases award amount to \$20,000 per year
 - Repayment over 10 years and doesn't accrue interest until repayment
- Mental Health Loan Repayment and Health Science Service Grant
 - Loan repayment of federal student loans
 - Payment made directly to federal loan servicer after service is completed
- Nursing & Allied Health Service Program?



Degree Pursuant Coursework Appeals (CPOS)

Appeals processed in ~~airSlate~~ altaFlow

- Emails will come from **WVColleges (noreply@altaflow.com)**
- **Eligibility:** Appeals are for **state aid recipients** who do not have enough degree-pursuant courses available during the semester or academic year to qualify for an award or renewal.
- **Important Notes:**
 - **Prescreen applicants** before sharing the link.
 - **Do not post the link** publicly.
 - **Ensure students submit the correct year.** If they need to apply for a prior year, use the old link.
 - **Automated processing:** Once an appeal is submitted, it will move to the next step as completed. Only fields highlighted in the form are editable.
 - **The form is no longer two separate documents, so email verification is not required.**
 - **Ensure a school email is used and it is correct.** The form and email will provide instructions for the student, advisor, and financial aid contact.

Degree Pursuant Coursework Appeals (CPOS)

Updates

- The FA Contact can cancel the form by checking the Cancel Request Box, initialing Cancellation Sign Off, and submitting a reason for cancellation in the FA comment section.

The image shows a screenshot of a web form for Degree Pursuant Coursework Appeals (CPOS). The form is enclosed in a light gray border. Several fields are highlighted with yellow rectangular boxes:

- Financial Aid Contact Comments:** A large text area at the top left, currently empty.
- Cancel Request:** A checkbox labeled "Cancel" located below the comments field.
- Cancellation Sign Off:** A text box labeled "Initials" located to the right of the "Cancel" checkbox.

Other fields on the form include:

- Financial Aid Contact Signature:** A signature field with a red 'X' drawn over it, indicating it is not required for cancellation.
- Signature:** A small icon of a pen nib and the word "Signature" are visible within the signature field.

Degree Pursuant Coursework Appeals

Process for DPCW appeals

1. Student Access to Form

- The institution's financial aid office provides the student with access to the appeal form.
- Student completes the form using their **school email address**.

2. Student Submission

- After submission, the form is automatically routed to the institution's **Financial Aid (FA) Contact**.

3. Financial Aid Contact Review

- The FA Contact enters the **Academic Advisor's name and email**.
- Advisor information can be updated, if needed.

4. Academic Advisor Review

- The Academic Advisor reviews the request and provides a required sign-off.
- Advisor must include:
 - A brief explanation of **why the student cannot take sufficient degree-pursuant courses**.
 - The **total number of credit hours** the student is eligible to take for the specified term(s).

Degree Pursuant Coursework Appeals

Process continued

5. Financial Aid Office Decision

- The appeal returns to the FA Office for **approval or denial**.
- Before approving, confirm that:
 - The student **is a current recipient** and eligible for renewal.
 - The student's **FAMS record shows eligibility**.
 - **Part-time enrollment is not chosen due to personal circumstances** (e.g., work schedule, athletics, life conflicts).

6. HEPC Final Review

- Approved appeals are sent to **HEPC for final approval**.

7. Notifications

- The student receives an **approval or denial email for each individual program**.
- A final decision copy is also emailed to the institution's **FA Contact**.

State Aid Appeals

Appeal to Waive Full-Time Enrollment Requirement

- Who should appeal: Current recipients who cannot register full time in degree-pursuant courses.
- Programs appeal can be used for:
 - WV STEM
 - Underwood-Smith Teaching Scholars
 - WV Promise Scholarship
 - ~~WV Higher Education Grant~~ (no longer needed due to legislative changes)
- Confirm eligibility before referring student to appeal
- Where to send students: cfwv.com/dpcappeal
- Promise recipients in their final year do not need to submit this appeal.

State Aid Appeals

Promise Scholarship Credit Hour Requirement Appeal

- Who should appeal: Current recipients who can be full time but will not meet 15 or 30 credit hour req in the year.
- Program appeal can be used for:
 - **WV Promise Scholarship**
- Confirm eligibility before referring student to appeal
- Where to send students: cfwv.com/promiseappeal
- Promise recipients in their final academic year of eligibility do not need to submit this appeal.
 - Due to graduation or 8th semesters of usage.

State Aid Appeals

Appeal to Waive Half-Time Enrollment Requirement

- Who should appeal: Students who appear eligible and cannot register at least part time in degree-pursuant courses.
- Program appeal can be used for:
 - **WV Invests Grant**
- Where to send students: cfwv.com/investsappeal
- May appeal before or after application is certified eligible.

Degree Pursuant Coursework Awards

Prorated Awards

- **Proration for WVSTEM and Underwood-Smith**
- (Our office updates FAMS for these programs)
 - **75%** = Three-quarters time
 - **50%** = Half-time
 - **25%** = Less than half-time
- **Institution Financial Aid Office Responsibilities**
 - Adjust **Promise** and **WV Invests** award amounts in FAMS based on **actual Tuition & Fees**.

Degree Pursuant Coursework Awards

- **How to Identify Program Approvals in FAMS**
 - **WVSTEM, Underwood-Smith** → Look for these adjustment codes:
 - *Waiver Half-Time*
 - *Waiver Three-Quarter*
 - *Other Adjustable*
 - **Promise** → Check the **Details** screen under the *Promise Grace* field:
 - **“W”** = DPCW Part-Time Waiver
 - **“C”** = Credit Hour Appeal



State Aid Appeals

- **Appeals for Nonrenewal & Initial Eligibility**
- **Send all appeals for nonrenewal and initial eligibility directly to the program email.**
- **Promise Nonrenewal Appeals**
 - Must first go through the **institution's internal appeals process.**
 - If the institution **denies** the appeal, the student may request a **secondary review by our office.**
- **Residency Appeals**
 - Can be submitted **through the school or directly to our office.**
 - Residency information and forms are available at:
cfwv.com/residency
 - For a second-level appeal, students will be required to **upload approved documentation.**

State Aid Appeals

- Who to Contact for Each Appeal
- Appeal to Waive Full-Time Enrollment Requirement
 - Tana Pendell
- WIN Appeal for Waiver
 - Cindy Limer
- Promise Scholarship Credit Hour Waiver Appeal
 - Sarah Musgrave
- Residency Appeals
 - Matthew Walker
- Appeal for nonrenewal or initial eligibility
 - Program managers
 - Students should email the program directly or call the office for assistance.

Questions ?



BREAK

will resume at 9:30 am



Higher Education GRANT PROGRAM



Deadline for 2026-27 Higher Education Grant

April 15, 2026



Higher Education GRANT PROGRAM



- Eligibility

- Attending an eligible institution; full time for 2025-26
- Can be either full-time or part-time starting 2026-27
- SAI under cut-off determined by Advisory Board;
- Cannot exceed need or cost of attendance;
- Be U.S. citizen;
- Have high school diploma or GED/TASC
- Meet SAP
- Student must complete verification if selected on ISIR

Higher Education GRANT PROGRAM



- Residency
 - Resident for one year immediately preceding date of filing the FAFSA;
 - If dependent student, then parents must be WV residents as well;
 - If student has one parent in WV and another parent outside WV; to be grant eligible, the parent in WV must be on the FAFSA
 - However, still must follow the guidance on FAFSA that parent that student lives with most should be the parent information on the FAFSA
 - Intentions of being in WV other than attending college;
 - West Virginia resident who receives grant disbursement and then moves outside West Virginia can keep funds already disbursed but is not eligible for future disbursements

Higher Education GRANT PROGRAM



- Residency
 - If institution has conflicting information regarding residency, then institution must either
 - Resolve the discrepancy
 - Notify HEPC so we can resolve discrepancy
 - Cancel the award as “other adjustable” and leave note on FAMS as to why grant was canceled
 - Conflicting information may be
 - Just graduated from an out-of-state high school
 - Out-of-state driver’s license
 - Charging student out-of-state tuition
 - Has an out-of-state address on institution’s records

Higher Education GRANT PROGRAM



- Academic Eligibility for Initial Award
 - If earned college credit, then must have 2.0 cumulative gpa;
 - If 5 years or more since receiving a high school diploma or passing a HS equivalency exam, then must meet admissions requirements;
 - If less than 5 years, then a passing score on a HS equivalency exam or 2.0 high school GPA or higher.

Higher Education GRANT PROGRAM



- Academic Requirements for Renewal
 - Credit hours
 - 1 semester/quarter (12 credits)
 - 2 semesters/quarters (24 credits)
 - 3 quarters (36 credits)
 - **May include summer credits and grades earned in term right before award year**
 - Must have at least a 2.0 cumulative gpa by the end of the summer term to be renewed for the following year;
 - Academic Eligibility only checked once a year.

Higher Education GRANT PROGRAM



Student is enrolled full-time 2025-26 and receives HEGP for both semesters. Based upon credit hours completed the student is eligible for 2026-27



Higher Education GRANT PROGRAM



Student is enrolled full-time 2025-26 and receives HEGP for all 3 quarters. Based upon credit hours completed the student is eligible for 2026-27



Higher Education GRANT PROGRAM



- If a grant recipient's SAI changes, the grant award will be adjusted based upon the most recent ISIR transaction
- Institutions must watch SAI changes if it results in changes to the award amount
- If an SAI increases above the SAI cutoff, then the award will be revoked
- If an SAI is above the SAI cutoff, then drops below the SAI cutoff, the student will have to wait for the next award cycle to be awarded

Higher Education GRANT PROGRAM



Priority of Awards

- Federal student financial aid grant and scholarship programs utilized first;
- Resources available through other state aid programs utilized second, including Promise;
- Other grants and scholarships including institutional aid;
- Then Higher Education Grant can be used if financial need remains.

Higher Education GRANT PROGRAM



- If student withdraws, college must abide by refund policy for calculating amount to be returned to HEPC.
- If student is not receiving federal aid, then institution uses the Commission's rule for issuing refunds
- If student is receiving Title IV aid, then institution uses R2T4 for calculating refund

Higher Education GRANT PROGRAM



- If student who withdraws attended more than 60% of the term, then student can keep 100%;
- When providing counseling, best practices is to inform student that their future eligibility may be impacted by not completing the appropriate amount of credits.



Higher Education GRANT PROGRAM



- WV Higher Education Grant Progress Waiver
 - Waiver of credit hours
 - Only eligible if the student withdraws from all courses in a semester because of extenuating circumstances.
 - Waiver requests sent by institution and submitted to HEPC



Higher Education GRANT PROGRAM



- Disbursements
 - Semester Schools
 - Even disbursements between fall and spring
 - 50% fall semester, 50% spring semester
 - **No disbursements in the summer**
 - Quarter Schools
 - Even disbursements between fall, winter, and spring
 - 33% fall quarter, 33% winter quarter, 34% spring quarter
 - **No disbursements in the summer**
 - Can only receive grant at 1 institution per payment period.
 - Especially watch when student transfers between a semester school and a quarter school

Higher Education GRANT PROGRAM



- Only receive grant for 8 semesters based on enrollment intensity starting 2026-27;
- Not eligible if student has a bachelor's degree or not deemed an undergraduate by the institution;
- Follow federal definition if student has met the requirements for a bachelor's degree but has not accepted the degree, student is still not eligible (Student Aid Handbook, Volume 1, Chapter 6, page 1-67).

Higher Education GRANT PROGRAM



- Students selected for federal verification, must complete verification in order to be eligible to receive payment
- If the student never completes verification, then the student is not eligible for the grant award
- Students must meet the SAP policy of the institution
- Students who are not eligible for federal aid because of SAP are not eligible for HEGP

Higher Education GRANT PROGRAM



- Initial award cycle will be in May
- Award cycles after Nov. 1 will be for spring only;
- Final reconciliation completed by June 15;
- Reviews (audits) will be conducted



Higher Education GRANT PROGRAM



- Semester schools rosters updated by October 15 for fall and March 15 for spring
- Quarter schools rosters updated at the beginning of fall, winter, and spring terms
- Once rosters have been reconciled, request invoice in FAMS under Closing.

FAMS

[Logout](#) Demonstration

WV Higher Education Policy Commission Program: Home Report: WVHEG[FAFSA Selected Institution] Tool: Home

WVHEG HEPC Search Criteria

FAFSA Year: 2025 - 2026
 GLENVILLE STATE UNIVERSITY

Apply Filter(s)

SSNO	Last Name	First Name	HEGP Eligible	Award Code	Primary Choice
000006838	Leghorn	Lois	Y	A	Y
000007602	Leghorn	Peter	Y	A	N
000007918	Duck	Harry	Y	A	N
000008682	Doo	Mickey	Y	A	Y
000008997	Rubble	Willy	Y	A	N
000009761	Flintstone	Willy	Y	A	N
000000079	Kent	Betty	Y	A	Y
000000394	Lane	Darth	Y	A	N
000001158	Coyote	Winnie	Y		Y
000001474	Potter	Buck	Y	A	N

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FAMS

Welcome, Tana Pendell

[Logout](#) Demonstration

WV Higher Education Policy Commission Program: WVHEG[Search] Report: Home Tool: Home

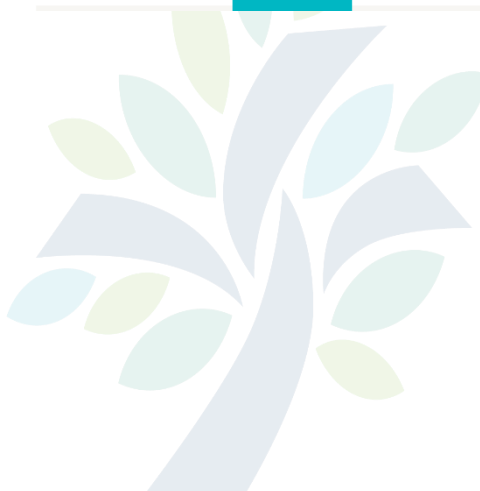
This Affiliate only: GLENVILLE STATE UNIVERSITY Last name: [Redacted] First name: [Redacted] SSN: [Redacted]

Roster Semester Award Log

Academic Year: 2023 - 2024 Search

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Action	SSN	Last Name	First Name	Mi	HEGP	HEGP Elig	HEGP Awd Code	Prom Type	Prom Elig	Prom Awd Code	EFC	Pell	Last YR A
	000004563	Pooh	Bugs	M R	Y	A					00000	6895	2022
	000005643	Solo	Barney	O H	N		H	N			26185	0000	
	000006722	Jones	Bruce	R R	Y	A					00000	6895	2021
	000007353	Gonzales	Peter	U R	Y	A					00000	6895	2021
	000008433	Doo	Mickey	N H	Y	A					00000	6895	
	000005094	Duck	Christopher L	C	Y	A					00000	6895	



FAMS

2023 - 2024 WV Higher Education Grant Program

[Return to search](#) The application is in demonstration mode

[Refresh](#)

Notes

[Show](#) [Add](#)

SSN: 000000943

Transaction No: 1

HEG Type: Renewal

Initial Award Date: 5/17/2023

Last year awarded: 2022

PROMISE Award Code:

Name: Lois T Duck

Primary EFC: 0

HEG Eligibility: Y Locked

System Revoke Award Date: Not applicable

PROMISE Type:

Year In College: 4

Pell: 6895

HEG Award Code: A

Program Hours Needed: 24

PROMISE Eligibility:

Cohort: Traditional

Spring Semester

GLENVILLE STATE UNIVERSITY

Housing: On Campus

Annual Budget: 26036

Annual Tuition: 8352

Annual Need: 26036

Award: 1650

Adj Code: None

AdjAmount: 1650 Locked

System Date: 5/17/2023 9:31:36 AM

Last Mod By: HEGPAWARD

User Mod Date: 5/17/2023 9:31:36 AM

Spring Semester

GLENVILLE STATE UNIVERSITY

Housing: On Campus

Annual Budget: 26036

Annual Tuition: 8352

Annual Need: 26036

Award: 1650

Adj Code: None

AdjAmount: 1650 Locked

System Date: 5/17/2023 9:31:36 AM

Last Mod By: HEGPAWARD

User Mod Date: 5/17/2023 9:31:36 AM

Problems

Additional resources not needed EFC Cap Pell Reject

Grant Award History

[Show](#)

WVHEGP

Late Applicant	No problems	<input type="checkbox"/> Overridden
Student Residency	No problems	<input type="checkbox"/> Overridden
Parent Residency	No problems	<input type="checkbox"/> Overridden
Diploma/GED/Degree	No problems	<input type="checkbox"/> Overridden
Invalid Inst	No problems	<input checked="" type="checkbox"/> Locked
Invalid Housing	No problems	
Invalid Yr In College	No Problems	<input type="checkbox"/> Locked
Semester Limit	No problems	

PROMISE

Student Residency	No problems
High School	No problems
Half High School In-State	Yes
Late Application	No Problem
High School GPA	No problems
ACT/SAT Eligibility	No problems
January-Only award recipient	<input type="checkbox"/> January Only

FAMS

[Logout](#) Demonstration

WV Higher Education Policy Commission ▼ Program: WVHEG[Enrollment Adjustments] ▼ Report: Home ▼ Tool: Home

Search Criteria

Affiliate: GLENVILLE STATE UNIVERSITY ▼ Last Name: A ▼ to A ▼
 Year: 2023 - 2024 ▼

Search Results

	Last Name	First Name	SSNO	Semester	Award Amount	Adj. Code	Adj. Amount
	Skywalker	Harry	000002188	1	1650	None ▼	1650
	Rogers	Harry	000001424	2	1650	None ▼	1650
	Robin	Wiley	000001108	1	1650	None ▼	1650
	Vader	Lois	000000344	2	1650	None ▼	1650
	Crocker	Clark	000000029	1	1650	None ▼	1650
	Wonka	Fred	000009711	2	1650	None ▼	1650
	Little	Barney	000008947	1	1650	Other Adjustable ▼	1649
	Potter	Scooby	000008632	2	1650	Other Adjustable ▼	1649
	Potter	Daffy	000007868	1	1650	Other Adjustable ▼	0
	Coyote	Bruce	000006971	2	1650	Other Adjustable ▼	0
	Leghorn	Lois	000007286	1	1650	Academically Ineligible ▼	0
	Gonzales	Peter	000008050	2	1650	Academically Ineligible ▼	0
	Bunny	Wiley	000008366	1	1650	Academically Ineligible ▼	0
	Doo	Mickey	000009130	2	1650	Academically Ineligible ▼	0

Questions ?



BREAK

will resume at 9:50





WEST VIRGINIA
Promise
SCHOLARSHIP





- Academic eligibility standards for the 2026
 - 3.0 overall and 3.0 core high school grade point average
 - Core course requirements (4 English, 4 Math, 4 Social Studies, 3 Science)
 - 21 ACT Composite with a minimum 19 in each subject area **OR**
 - 1080 SAT Total Score with minimum of 510 EBRW and 510 Math
 - Super scoring permitted



WEST VIRGINIA
Promise
SCHOLARSHIP

- Final test dates to establish scholarship eligibility for 2026 - June 2026 for the SAT; July 2026 for the ACT
- 2026-2027 Free Application for Federal Student Aid (FAFSA) must be filed by March 1, 2026, at studentaid.gov/fafsa
- Promise Scholarship application must be completed on the WVSAM system by March 1, 2026, at cfwv.com/promise





Late Applicants

Students who do not apply by March 1, can still apply and be considered for Promise but would not be awarded until spring term. Late awards are contingent upon the availability of funds.

Additional Eligibility Requirements

- Graduate from a WV Public, Private High School, homeschool program
 - Micro school, learning pod, charter school are considered eligible high schools.
- Must complete half of their graduation requirements at a WV High School
 - *Exception for eligible commuters, military dependents.*
- Student and Parent must be a WV resident at least 12 months before application deadline



Additional Eligibility Requirements

- Must apply within two years of graduation from high school unless entered U.S. armed forces.
- Students already enrolled at a higher education institution are not eligible to apply.
 - May be able to apply as a late applicant for the previous year.
- Alternative Education Programs
 - Option pathway graduates
 - Must meet all other eligibility requirements to qualify, including GPA and test score requirements.
 - Mountaineer Challenge Academy
 - High School Equivalency Only
 - Must Appeal to qualify



Application

- Apply, Edit, or Check the status of Promise Scholarship application on the WVSAM system
- Students will create an account with their information including username (email), verify their email and create a password. They can then log in to complete the State financial aid applications
- Application Status page shows once the application is complete. Also, confirmation email is sent with next steps.



Promise Awards

- Awards Cover Tuition and Mandatory Fees at eligible institution up to \$5,500 per year.
 - \$2,750 max per semester
 - Tuition & Mandatory Fees only
- Limit of 4 semesters - associate degree program
- Limit of 8 semesters – bachelor's degree program
 - Transfer from two-year to four-year or four-year to two-year, previous semesters of utilization do count towards the max.



Promise Awards Continued...

- Community service is highly encouraged
- Students have six years after being awarded to utilize their Promise eligibility (military service exception)





Promise Awards

- Once a student qualifies in our system and we have all information necessary, they will show up on the FAFSA Selected Institution Report in FAMS, under Reports.
 - If your institution is listed as a school on the FAFSA
 - Reports indicates if listed as primary school on the FAFSA
- Student can lose eligibility if final grades fall below the requirements.
- Can see ineligible reasons on WVHEG screen if the student has filed a FAFSA.

2024 - 2025 WV Higher Education Grant Program

Return to search The application is in demonstration mode

Quick SSN Search

Refresh Notes Show Add

SSN:	000002205	Name:	Stuart	X	Flintstone
Transaction No:	1	Primary EFC:	0	Pell:	7395
HEG Type:	High school Student	HEG Eligibility:	Y	HEG Award Code:	
Initial Award Date:	Not yet awarded	System Revoke Award Date:	Not applicable	Program Hours Needed:	0
Last year awarded PROMISE Award Code:		PROMISE Type:	High School	PROMISE Eligibility:	N
		Year In College:	1	Cohort:	Traditional



Fall Semester

This student has not yet been awarded

CONCORD UNIVERSITY

Housing: On Campus

Annual Budget: 25116

Annual Tuition: 8968

Annual Need: 25116

Award: 1650

Adj Code: None

Locked

Spring Semester

This student has not yet been awarded

CONCORD UNIVERSITY

Housing: On Campus

Annual Budget: 25116

Annual Tuition: 8968

Annual Need: 25116

Award: 1650

Adj Code: None

Locked

Problems

Additional resources not needed EFC Cap Pell Reject

Grant Award History

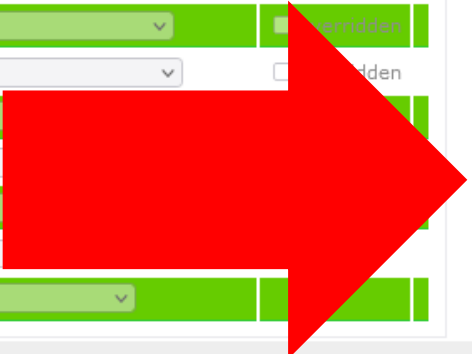
Show

WVHEGP

Late Applicant	No problems	<input type="checkbox"/> Overridden
Student Residency	No problems	<input type="checkbox"/> Overridden
Parent Residency	No problems	<input type="checkbox"/> Overridden
Diploma/GED/Degree	No problems	<input type="checkbox"/> Overridden
Invalid Inst	No problems	<input type="checkbox"/> Overridden
Invalid Housing	No problems	<input type="checkbox"/> Overridden
Invalid Yr In College	No Problems	<input type="checkbox"/> Overridden
Semester Limit	No problems	<input type="checkbox"/> Overridden

PROMISE

Student Residency	No problems	<input type="checkbox"/> Overridden
High School	No problems	<input checked="" type="checkbox"/> Overridden
Half High School In-State	Yes	<input type="checkbox"/> Overridden
Late Application	No Problem	<input checked="" type="checkbox"/> Overridden
High School GPA	No GPA qualify	<input type="checkbox"/> Overridden
ACT/SAT Eligibility	No score found	<input checked="" type="checkbox"/> Overridden
January-Only award recipient	<input type="checkbox"/> January Only	<input type="checkbox"/> Overridden





Promise Renewal Requirements

- Maintain a 2.75 overall grade point average on a 4.0 scale **EACH YEAR.**
- Overall gpa includes all college level courses a student has taken
- Earn a minimum of 30 credit hours in an academic year for a student who receives a two-semester award in an academic year.
 - If a student receives a single-semester award, the student must complete and earn a minimum of 15 credit hours in the academic year.
- Academic year includes fall, following spring, and following summer terms
 - Example 2025-2026 includes fall 2025, spring 2026, and summer 2026



Promise Renewal Requirements

- Credit Hour Requirement
 - CLEP credits may be used to meet credit hour requirements.
 - Repeated Coursework limitation has been removed and both credits can be counted if credits are earned.
 - GPA would use institutional grading policy.
- Not required to reapply or file FAFSA for renewal.

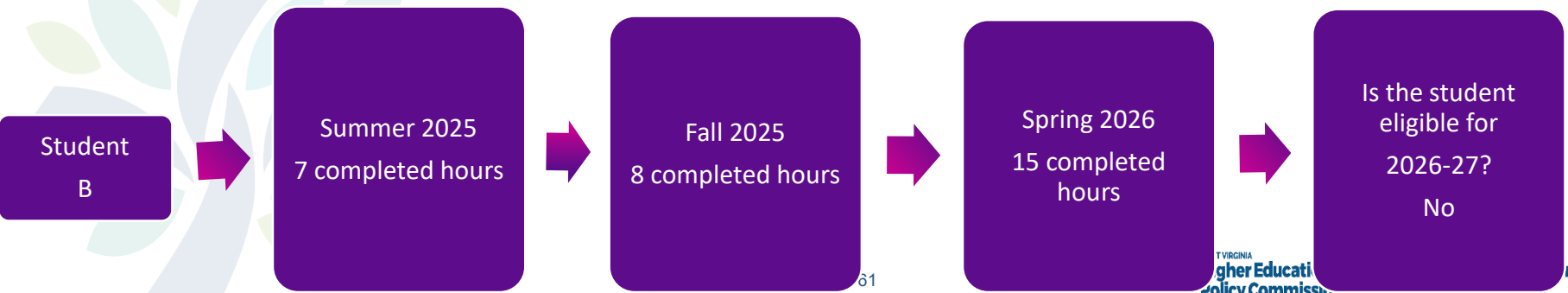
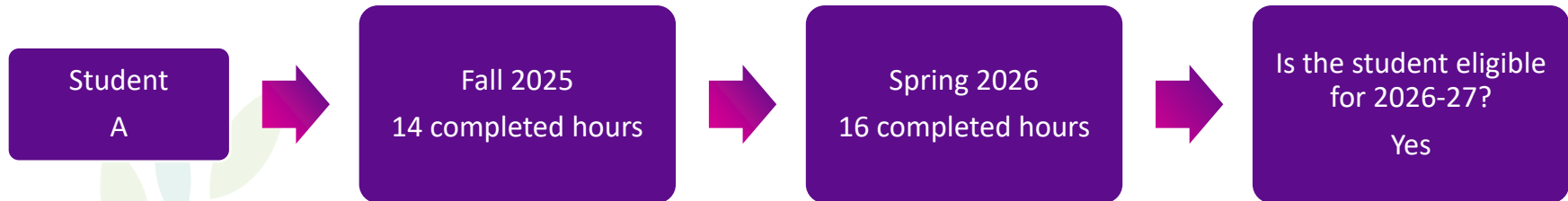


Second Chance Promise Renewal

- Recipients who lose the scholarship for not meeting renewal may petition to have the scholarship reinstated after they obtain the requirements.
 - May now make up the requirements to qualify and request once they achieve the requirements.
 - Limited to one petition. If they lose the scholarship again, cannot utilize the petition process.
 - Each term the recipient enrolls to achieve requirements will count as semesters of utilization.
 - If they are not enrolled, it will not count against them but will still be limited to the six-year window for utilization.
 - Can be reinstated in the spring term, if the student achieves renewal with fall.
 - Student will need to submit request through Airslate to have their status reviewed by school to have Promise reinstated.
 - Started with 2023-2024 to 2024-2025 renewal. Those who lost prior to this year cannot utilize this process.
 - This does not replace the appeals process for students with extenuating circumstances.

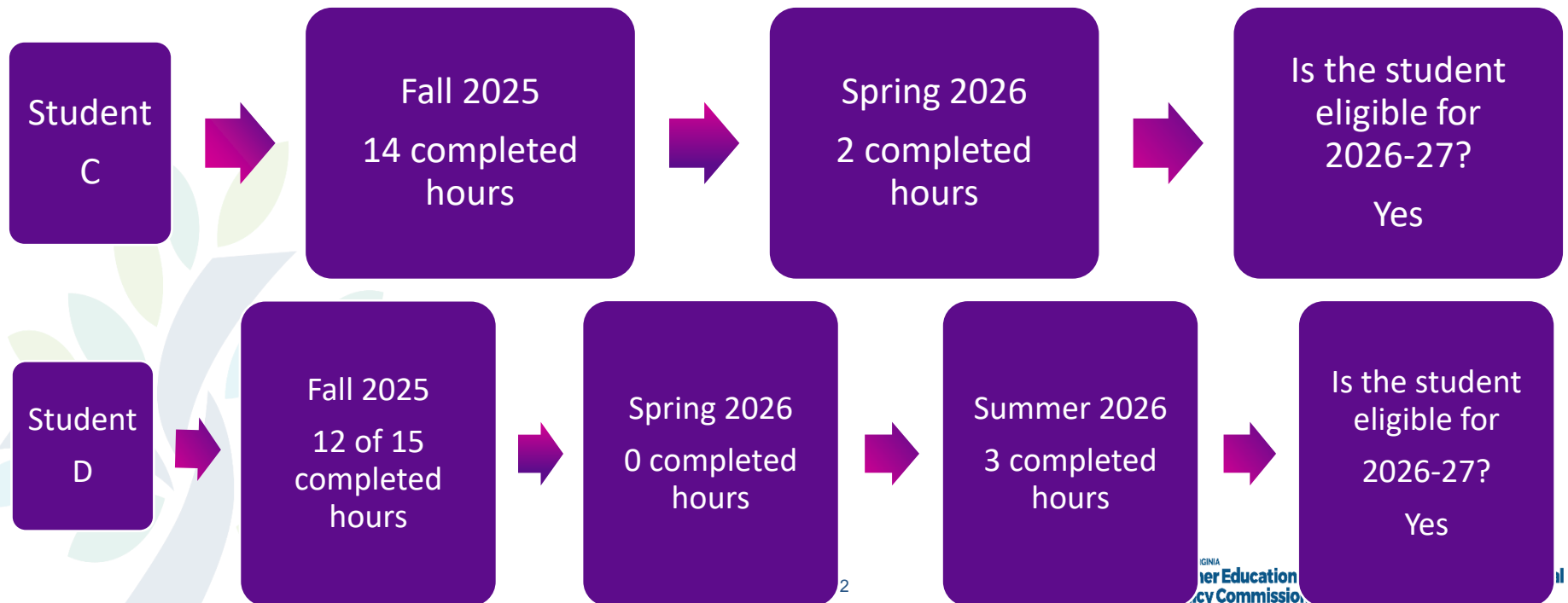


Two semester award - Student received Promise in 2024-25 for both terms. Is the student eligible based on credit hours for 2026-2027?



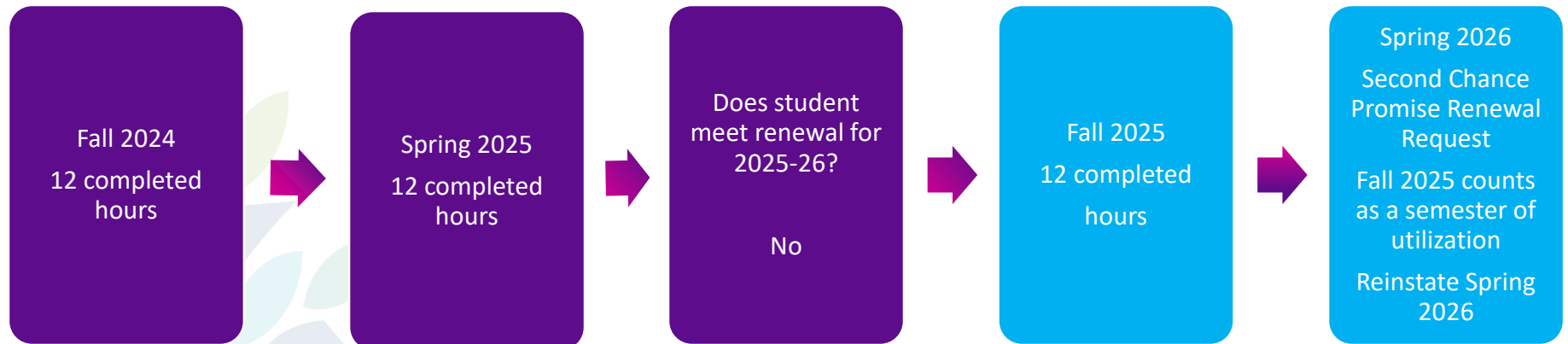


One semester award - Student received Promise in 2025-26 for ONE term. Is the student eligible based on credit hours for 2026-2027?



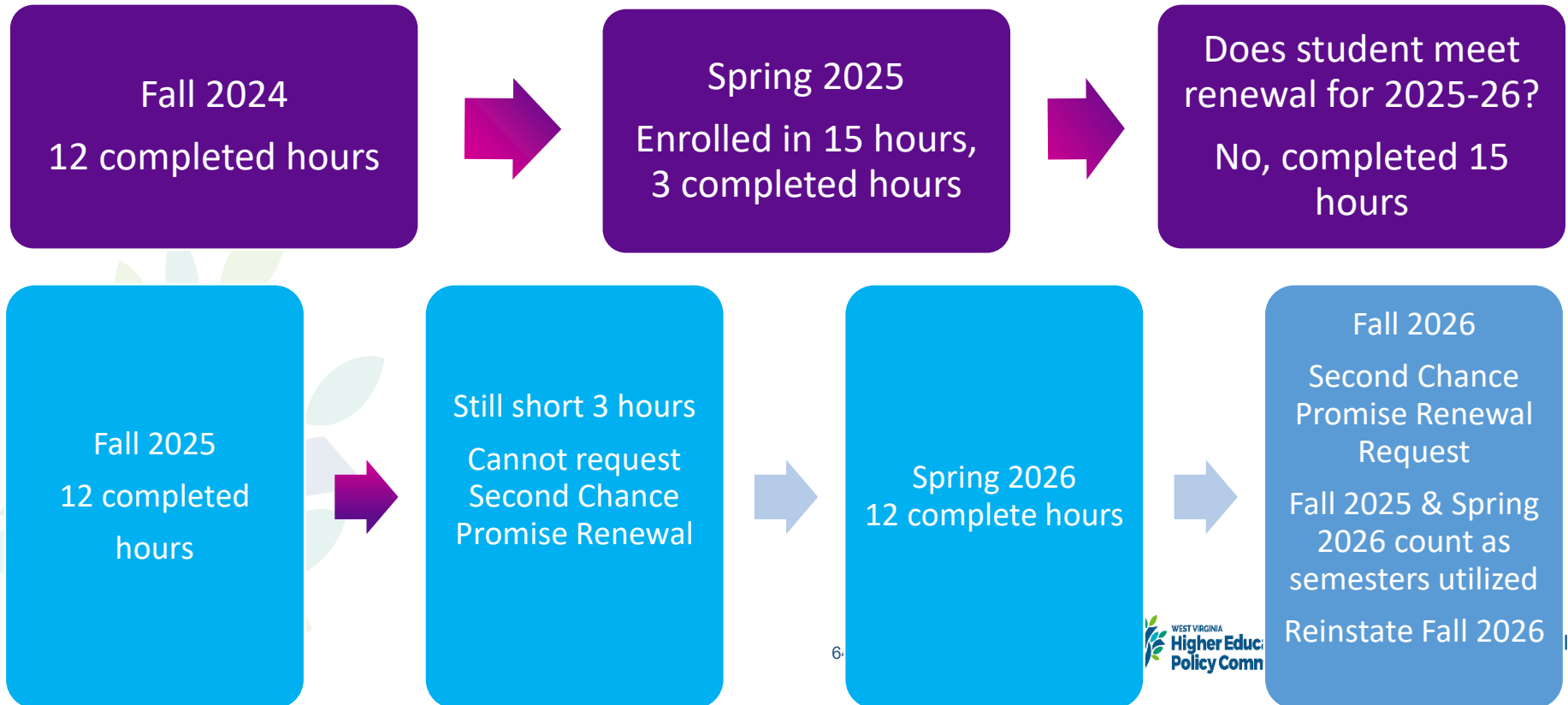


Second Chance Promise Renewal Example:





Second Chance Promise Renewal Example:





Second Chance Promise Renewal

- Information available in award letter, not enrolled emails and reminders sent each semester by WVHEPC.
- Please actively seek out students who should request this, review and communicate
 - Doesn't have to be immediately after end of semester
 - February/March after fall term
 - June/July after spring term



Promise Recipients who attend an Out of State College

- Promise cannot be taken out of state.
- Students may enroll at an ineligible institution for up to 1 academic year after being awarded and regain eligibility.
- Must enroll at eligible institution and meets renewal eligibility criteria by the following fall term.
 - Ex: 2025 recipient must be enrolled by fall 2026
 - HEPC Reviews transcript for out of state students if out of state for the full year.
 - If one semester, school would review after one year.



WEST VIRGINIA
Promise
SCHOLARSHIP

- Promise recipients must maintain continuous enrollment as a full-time student or have an approved leave of absence or appeal to remain eligible, if completely withdraw during a term.
 - Except during last academic year of eligibility
- When a student withdraws from all courses, institution must follow Commission's rule on issuing refunds if student is not receiving Title IV aid
 - If the student is receiving Title IV aid, then use R2T4 using same guidance as WVHEG
- A student who withdraws cannot petition for Second Chance Promise Renewal; they must appeal.



- Institutional Deferments

- Military
- Medical
- Family Bereavement
- Study Abroad
- Internships
- Other Aid Used

- If approved by institution and student did receive Promise funds during the semester, you must notify us so we can update a student status to Promise Grace for the term.

- Promise Grace indicates a student receives a deferment but counts as a semester or utilization if they did use funds.

- All other deferments must be approved through WVHEPC

- Email Promise@wvhepc.edu to request a deferment



Appeals for Non-Renewal or Withdraw

- Students appeal to the institution first;
- If appeal is denied by institution, then student may appeal to HEPC within 15 days;
- If appeal denied by HEPC, then student may appeal to Vice Chancellor for Administration within 15 days.
- Ruling of Vice Chancellor for Administration is final.
- Appeals for initial eligibility
 - Students appeal to HEPC first;
 - If appeal denied by HEPC, then student may appeal to Vice Chancellor for Administration.

FAMS Updates

**Updates due by October 15 in fall term,
March 15 in the spring term.**

- Also, Batch upload process available.
- All records must be updated for us to process second invoices.
- All records at all institutions must be updated for us to send various communication AND do the “rollover” to the next semester.



FAMS Updates

Welcome, Tana Pendell

Logout Demonstration

WV Higher Education Policy Commission Program: PROMISE[Search] Report: Home Tool: Home

This Affiliate only: CONCORD UNIVERSITY Year 2023 Term Fall Last name SSN Search

Page 1 of 15 20 Viewing 1 - 20 of 286

Action	SSNO All	LASTNAME All	FIRSTNAME All	MI	YR All	TERM All	AWD_CNT All	INST_CODE	PROMISE	GRACE	RENEWAL	ELIGIBLE	ENROLLED All	DEGREE All	AWD_STATUS
			Indiana	P	2023	Fall	3	003810			Y	Y	Y	4YR	1
	000005875	Doo	Buck	M	2023	Fall	7	003810			Y	N	Y	4YR	0
	000004796	Duck	Darth	L	2023	Fall	1	003810			N	Y	Y	4YR	1
	000003716	Fudd	Betty	I	2023	Fall	1	003810			N	Y	Y	4YR	1
	000002636	Solo	Stuart	F	2023	Fall	7	003810			Y	N	N	UNK	-2
	000007918	Parker	Foghorn	R	2023	Fall	1	003810			N	Y	Y	4YR	1
	000006839	Wayne	Indiana	P	2023	Fall	3	003810			Y	Y	Y	4YR	1
	000005759	Doo	Buck	N	2023	Fall	3	003810			Y	Y	N	4YR	0
	000004680	Gonzales	Christopher	K	2023	Fall	5	003810			Y	Y	Y	4YR	1
	000003600	Leghorn	Buzz	I	2023	Fall	7	003810			Y	N	N	UNK	-2
	000002969	Solo	Stuart	F	2023	Fall	1	003810			N	Y	Y	4YR	1
	000001889	Pooh	Wiley	C	2023	Fall	1	003810			N	Y	Y	4YR	1
	000000810	Crocker	Clark	B	2023	Fall	1	003810			N	Y	Y	4YR	1
	000009728	Little	Fred	X	2023	Fall	1	003810			N	Y	Y	4YR	1
	000008649	Mouse	Bugs	U	2023	Fall	2	003810			N	Y	Y	4YR	1
	000008017	Decker	Speedy	S	2023	Fall	5	003810			Y	Y	Y	4YR	1

Details page, can search, sort, filter.
 Click Red Arrow for details for individual student

[Hide](#)

Details

	SSNO	YR	TERM	AWD_CNT	INST_CODE	PROMISE_GRACE	RENEWAL	EI
Details	000000228	2023	Fall	3	003810		Y	
Details	000007204	2023	Spring	2	003810		N	
Details	000003301	2022	Fall	1	003810		N	

Page 1 of 1 10 Viewing 1 - 3 of 3

Notes

[Show](#) [Add](#)

The application is in demonstration mode.

[Edit](#) [Delete](#)

Year: 2023
Term: Fall
SSN: 000000112
Last Name: Wayne
First Name: Wiley
MI: R
Term Awarded: 3
Institution: CONCORD UNIVERSITY
Renewal: Y
Award Status: Award
Progress Grace:
Eligible: Y N I Review 30
Enrolled: Y N I
Degree: 2yr 4yr UNK
Amount: 2600 (Max: 2600)
Processed Date: 7/10/2023 12:00:00 AM
Modified Date: 8/30/2023 10:17:48 AM
Modified By: tstovall
WVSAM Id:
SF Student Id:
Award SF Id:
SF Award Id:
Award Sent To SF: N
Award Sent To SF Date:

FAMS Updates

Details page.

Click Details button to get a term
Click Edit to open the record for updates.

FAMS Updates

Welcome, Tana Pendell

Logout

WEST VIRGINIA UNIVERSITY Program: PROMISE[Enrollment Adjustments] Report: Home Tool: Home

Search Criteria

Year: 2023 Term: Fall

Last Name: Q to Q

Search

Search Results

Cancel Changes Save

Last Name	First Name	SSNO	TA	Enrolled	Degree	Eligible	Renew Hours	Award Code	Award Amount
[REDACTED]	[REDACTED]	[REDACTED]	1	<input checked="" type="radio"/> Y <input type="radio"/> N <input type="radio"/> I	<input checked="" type="radio"/> 4YR <input type="radio"/> 2YR <input type="radio"/> UNK	<input checked="" type="radio"/> Y <input type="radio"/> N <input type="radio"/> I	0	Deny	0 Max: 2600
[REDACTED]	[REDACTED]	[REDACTED]	7	<input type="radio"/> Y <input type="radio"/> N <input type="radio"/> I	<input checked="" type="radio"/> 4YR <input type="radio"/> 2YR <input type="radio"/> UNK	<input type="radio"/> Y <input type="radio"/> N <input type="radio"/> I	30	Award	2600 Max: 2600
[REDACTED]	[REDACTED]	[REDACTED]	5	<input type="radio"/> Y <input type="radio"/> N <input type="radio"/> I	<input checked="" type="radio"/> 4YR <input type="radio"/> 2YR <input type="radio"/> UNK	<input type="radio"/> Y <input type="radio"/> N <input type="radio"/> I	30	Award	2600 Max: 2600
[REDACTED]	[REDACTED]	[REDACTED]	1	<input type="radio"/> Y <input type="radio"/> N <input type="radio"/> I	<input checked="" type="radio"/> 4YR <input type="radio"/> 2YR <input type="radio"/> UNK	<input type="radio"/> Y <input type="radio"/> N <input type="radio"/> I		Award	2600 Max: 2600
[REDACTED]	[REDACTED]	[REDACTED]	3	<input type="radio"/> Y <input type="radio"/> N <input type="radio"/> I	<input checked="" type="radio"/> 4YR <input type="radio"/> 2YR <input type="radio"/> UNK	<input type="radio"/> Y <input checked="" type="radio"/> N <input type="radio"/> I	30	Deny	0 Max: 2600
[REDACTED]	[REDACTED]	[REDACTED]	7	<input type="radio"/> Y <input type="radio"/> N <input type="radio"/> I	<input checked="" type="radio"/> 4YR <input type="radio"/> 2YR <input type="radio"/> UNK	<input type="radio"/> Y <input type="radio"/> N <input type="radio"/> I	30	Award	2600 Max: 2600
[REDACTED]	[REDACTED]	[REDACTED]	1	<input type="radio"/> Y <input type="radio"/> N <input type="radio"/> I	<input checked="" type="radio"/> 4YR <input type="radio"/> 2YR <input type="radio"/> UNK	<input type="radio"/> Y <input type="radio"/> N <input type="radio"/> I		Award	2600 Max: 2600

Updating a record on Enrollment Adjustment Screen.

-Award Status Code (Award, Deny, or Defer)

-Eligibility Status (Academic Renewal Status)

-Enrollment Status (Enrolled full time)

-Degree (2yr or 4yr)

-Amount of Tuition and Mandatory Fees (Cannot exceed Max)

MUST CLICK SAVE. This screen will time out if you don't click save periodically



Summer Promise Scholarship

- Current Promise recipients can apply for summer awards
- Counts as a semester of utilization
- Must meet academic requirements at the end of the spring semester preceding the summer term to qualify.
- Must submit a summer Promise application on cfwv.com/summerpromise
- If a student is attending multiple institutions or a different institution than home in the summer, the home institution will have to have a consortium agreement on file and home institution will update the student status in FAMS for them to qualify.
- Max 2026 Summer Award Amount will be \$2750 for tuition and mandatory fees
- Application opened March 15
 - Priority Deadline May 15
 - Final Deadline June 15

WEST VIRGINIA Promise SCHOLARSHIP

Welcome, Tana Pendell

[Logout](#) Demonstration

WV Higher Education Policy Commission | Program: SummerPROMISE[Search] | Report: Home | Tool: Home

Search Criteria

This Affiliate only: WEST VIRGINIA WESLEYAN COLLEGE

Year: 2024
 SSNO:
 Last name:
 First name:

Search

Export to Excel

Search Results

Details	Last Name	First Name	SSNO	Term Count	Request Waiver	Inst/Agcy Count	Enrolled	Degrees	Divide	Award Amount	Status	Notes
Details	[REDACTED]	[REDACTED]	[REDACTED]	8	Y	0	Y N I	4YR 2YR UNK	Y N I	0 Max: 2600	Pending	View

Save Cancel Changes





Summer Promise Scholarship in FAMS

Welcome, Tana Pendell

[Logout](#) Demonstration

WV Higher Education Policy Commission Program: SummerPROMISE[Search] Report: Home Tool: Home

[Back to Search](#)

Student Information

Confirmation: [Redacted] Year: 2024 Date Submitted: 3/14/2024 12:00:00 AM
SSNO: [Redacted] Email-Address: [Redacted]
First Name: [Redacted] Middle Initial: E Last Name: [Redacted] Date Of Birth: 10/17/2004 12:00:00 AM
Home Phone Number: [Redacted] Cell Phone Number: [Redacted]
Address: [Redacted] City: Charleston State: West Virginia Zip Code: 25314

Term Count: 3

Class Rank: Sophomore

Institution Count: 1

Grad Term: Spring 2027

Request Waiver: N

Current Institution: WEST VIRGINIA UNIVERSITY

Inst1_Credit_Attempt: 4

Institution 1: WVU AT PARKERSBURG

Award Information

Enrolled: Y N I Degree: 4YR 2YR UNK Eligible: Y N I
Award Amount: 0 Max: 2600 Status: Pending

User Information

Last Modified By: Initial App
Last Modified Date: 14-Mar-24

[Save](#) [Cancel Changes](#)

Notes
[Show](#) [Add](#)



Summer Promise Scholarship in FAMS

Welcome, Tana Pendell

[Logout](#) Demonstration

WV Higher Education Policy Commission Program: SummerPROMISE[Search] Report: Home Tool: Home

[Back to Search](#)

Student Information

Confirmation: [REDACTED] Year: 2024 Date Submitted: 3/18/2024 12:00:00 AM
SSNO: [REDACTED] Email-Address: [REDACTED]
First Name: [REDACTED] Middle Initial: L Last Name: [REDACTED] Date Of Birth: [REDACTED] 12:00:00 AM
Home Phone Number: [REDACTED] Cell Phone Number: [REDACTED]
Address: [REDACTED] City: [REDACTED] State: [REDACTED] Zip Code: [REDACTED]

Term Count: 8

Class Rank: Senior

Current Institution:

WEST VIRGINIA WESLEYAN COLLEGE

Institution 1: WEST VIRGINIA WESLEYAN COLLEGE

Institution Count: 0

Grad Term: Spring 2025

Request Waiver:

Y

Inst1_Credit_Attempt:

9

Award Information

Enrolled: 0Y ON 1
Degree: 4YR 2YR UNK
Eligible: 0Y ON 1
Award Amount: 0 Max: 2600 Status: Pending

User Information

Last Modified By: Initial App

Last Modified Date: 18-Mar-24

Questions?



BREAK

will resume at 11:00 am





WEST VIRGINIA
STEM
SCHOLARSHIP



- Applications open on October 1st each year
 - Students apply by March 1
 - Returning students **MUST** reapply each year!
- Awarding Order:
 - Returning Applicants
 - College Applicants
 - High School (formula with GPA & Test Scores)
 - Will award as many high school students as funding allows.
- Students receive an award of \$3,000
- Student must sign a promissory note through our servicer ECSI to be eligible.
- Students must work in a STEM occupation in WV for 1 year for each year the award is received. Otherwise, the scholarship will turn into a loan.
 - **Occupations within healthcare are NOT eligible for service requirement.**
- Students will receive a disbursement notification each semester.



- Before March 15th each year schools should update in FAMS.
 - College and Returning Applications:
 - Overall GPA
 - Satisfactory Progress
 - Field of Study/Major
 - Cost of Attendance
 - High School Applications
 - Field of Study/Major
 - High school grades and test scores will be received automatically for WV students
- Eligible Students:
 - Eligible Flag (Y)
 - Awarded (Y)
 - Prom Note (Y)

SSNO	635478922	Address	1018	E-Mail Address	bweingart@hepc.wvnet	Application Type	College student
First name	BRIAN	City	CHARLESTON	Home Phone Number	3045584618	Selective Service	N
Middle Initial		State	West Virginia	Cell Phone Number	3048413989	Enter By	bweingart
Last name	WEINGART	Zip Code	12530	US Citizen or Immigr.	Y	Enter Date	9/5/2018
High School	UNKNOWN	Date Submit	9/5/2018				
HS Grad. Date(MM/DD/YYYY)		High School GPA		ACT Composite		SAT Combined	

Inst. Last Attended	BRIDGEMONT CTC	Inst. Plan to Attend	SOUTHERN WV CTC
Type of Program	Certificate	Overall GPA	
Eligible	Y	Award Code	A
Cost of Attendance		Promissory Note	N
Satisfactory Progress		Exp. Grad. Date(MM/DD/YYYY)	5/3/2020
Field of Study	AUTOMOTIVE POWER TECHNOLOG	Year in College	Freshman
Years Awarded	0		

Fall Semester

SOUTHERN WV CTC	Award Amount: 1500	Adj Code: None	AdjAmount:
-----------------	--------------------	----------------	------------

Spring Semester

SOUTHERN WV CTC	Award Amount: 1500	Adj Code: None	AdjAmount:
-----------------	--------------------	----------------	------------

Edit Back to Search Refresh

Notes Show Add

Green: eligible fields
Yellow: need updated



Questions?



UNDERWOOD-SMITH 

Teaching

SCHOLARS



The logo for Underwood-Smith Teaching Scholars features a colorful hexagonal icon composed of several smaller triangles in shades of green, blue, yellow, and pink. To the left of the icon, the text "UNDERWOOD-SMITH" is written in a light blue, sans-serif font. Below this, the word "Teaching" is written in a large, bold, dark blue font, and "SCHOLARS" is written in a smaller, bold, light green font.

UNDERWOOD-SMITH
Teaching
SCHOLARS

- *Application changing to October 1- March 1 for 2027-28
- Only high school seniors or those who have not attended college previously can apply for a first-time award
- 3 step application process
 - Round 1- initial application
 - Round 2- community service, extracurricular activities, and essay
 - Round 3- video of why they want to be a WV teacher
- New cohort selected in May
- Students receive award of \$10,000
- Student agrees to teach in critical need field (math, science, special education, and elementary education) in WV for 5 years. Otherwise, the scholarship becomes a loan.



UNDERWOOD-SMITH

Teaching

SCHOLARS

- Renewal students need to have a 3.0 cumulative gpa at end of either spring or summer to renew for the following year
- Students do not have to reapply
- At end of spring term, FAMS needs updated for renewal students.
 - If a student is not eligible at end of spring or summer, they can regain eligibility at such time their cumulative gpa is above 3.0

The logo for Underwood-Smith Teaching Scholars features a colorful geometric cube icon at the top center. Below the icon, the text "UNDERWOOD-SMITH" is written in a light blue, sans-serif font. The word "Teaching" is prominently displayed in a large, bold, dark blue font. Below "Teaching", the word "SCHOLARS" is written in a bold, light green font.

UNDERWOOD-SMITH
Teaching
SCHOLARS

- After new cohort is selected in May, we will email schools and let them know who is eligible and to update FAMS.
 - Eligible Students:
 - Eligible Flag (Y)
 - Awarded (Y)
 - Prom Note (Y)
 - FAMS Update:
 - GPA
 - Expected Graduation Date
 - Cost of Attendance
- Renewal students will be imported into FAMS May 1st. FAMS will need updated:
 - Check field of study- student must still be enrolled in math, science special education or elementary education teaching program
 - GPA
 - Expected Graduation Date
 - Cost of Attendance
 - SAP
- Student must sign a promissory note each year through our servicer ECSI to be eligible
- Students will receive a disbursement notification each semester.

SSNO	123456987	Address	123 Burrow St	E-Mail Address	michelle.marlowe@wvhepc	Application Type	Other
First name	Michelle	City	Hogwarts	Home Phone Number	3048812950	FAFSA	N
Middle Initial		State	West Virginia	Cell Phone Number	3048812950	Enter By	mcarlowe
Last name	Wesley	Zip Code	25314	Date of Birth	1/1/2005	Enter Date	4/9/2025
ACT Math		ACT English		SAT Math		SAT EVBRW	
HS GPA		HS Transcript	Y				
High School	RIVERSIDE HIGH SCHOOL-KANAWHA	HS Grad. Date(MM/DD/YYYY)	5/1/2025	Date Submit	9/6/2024		

Inst. Plan to Attend	UNIVERSITY OF CHARLESTON	Undergraduate Overall GPA		Cost of Attendance		Media Release Photo	NA
Degree being pursued	Baccalaureate	Satisfactory Progress		Exp. Grad. Date(MM/DD/YYYY)		Year in College	
Cohort		Lead to Teach Cert		Term(s) planned to attend:	Fall and Spring 2025-2026	Years Awarded	0
Field of Study	Math	Award Code	A	Promissory Note	Y		
Eligible	Y						

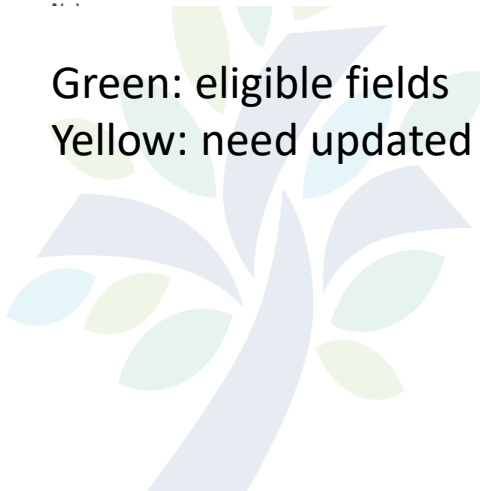
Fall Semester	UNIVERSITY OF CHARLESTON	Award Amount:	5000	Adj Code:	None	AdjAmount:	5000
Spring Semester	UNIVERSITY OF CHARLESTON	Award Amount:	5000	Adj Code:	None	AdjAmount:	5000

Round 2	Round 3
Eligible <input type="checkbox"/> Submitted <input type="checkbox"/>	Eligible <input type="checkbox"/> Submitted <input type="checkbox"/>

Changes have been saved.

[Edit](#) [Back to Search](#) [Refresh](#)

Green: eligible fields
 Yellow: need updated



Questions?



WEST VIRGINIA
Nursing
Scholarship
PROGRAM



Questions?



STAND

SKILLED TRADES APPRENTICESHIP
NONTRADITIONAL DEGREE PROGRAM



STAND

SKILLED TRADES APPRENTICESHIP
NONTRADITIONAL DEGREE PROGRAM

- Application opens March 15 for the following academic year and is on a rolling basis for as long as funds are available-- on a first-come, first-serve basis. No “deadline”.
- No FAFSA needed.
- Students apply through their WVSAM account at www.cfwv.com
- Students must currently in an eligible apprenticeship or have completed an eligible apprenticeship.
 - HEPC will verify their apprenticeship
 - Once apprenticeship is verified then institution would enter in the estimated credit hours for each term, this is how award amounts are determined.
 - STAND will cover tuition and any fees that are approved for WV Invests
 - Fall – Summer terms for the award year
 - Follow R2T4 policy if recipient withdraws from all courses similar to other state aid programs

STAND

SKILLED TRADES APPRENTICESHIP
NONTRADITIONAL DEGREE PROGRAM

- STAND will cover up to 21 credits of general education of an associate of applied science or until requirements of associate degree are met
- Recipients have a 6-year window to utilize STAND from when they first enroll
- Must be WV residents
- Apprenticeships are skilled trades registered and recognized by U.S. Department of Labor's Office of Apprenticeship
- Must maintain SAP to renew STAND Grant
- Encourage your admissions office to reach out to those who apply for STAND so they know how to enroll at your institution

Questions?



BREAK

will resume at 11:30 am



WEST VIRGINIA
Invests





Application

- Complete WV Invests Grant application every year
 - CFWV.com/WVInvests
 - Applicate in WVSAM – must have or create account
 - Opens October 1
 - April 15 priority deadline
- Complete the FAFSA every year
- For SUMMER through SPRING
- One application per year



Eligibility Criteria

- Legal resident of West Virginia for 12 months before applying
- Have a high school diploma or equivalent
- Not be in default on a federal student loan
- Be U.S. citizen or eligible non-citizen
- ~~Cannot already have a college degree (Associates or higher) or have attempted 90 or more credit hours~~
- Cannot have a bachelor's degree; Exception: if pursuing EMS program
- Be enrolled in an eligible major at a participating institution
- Must maintain SAP
- Cannot exceed 6 semesters of full-time awards

Renewal

- All of the above
- 2.0 gpa



Awards

- Last-dollar-in program
 - Pays after certain other aid has been applied or calculated toward applicable charges
- Pays toward tuition, mandatory fees, and approved academic program fees.
 - Academic program fees coverage at CTCs started 2021-22
 - Fees approved by WVCTCS
 - Does not cover other non-approved fees, books, supplies, etc.
- Because last-dollar, may be eligible but doesn't have remaining charges Invests can pay toward.



Awards

- Financial aid offices calculate award amounts

Tuition, mandatory fees and approved academic program fees

- Federal Grants (Pell, SEOG, other federal funded non-loan programs*)
- State financial aid eligible for (Promise, WV Higher Education Grant, HEAPS)
- Tuition waivers

= WV Invests Grant award amount (no cents – round down)

*Effective 2022-23 (summer 2022) expanded federal beyond Pell and SEOG



Report in FAMS

- WIN[WIN_Promise_Award_HEPG_Elig]
 - Identifies Invests applicants eligible for WVHEG or has ever been awarded for Promise
 - Shows applicants that are on your WVHEG and Promise rosters but also those that are not on your roster
 - Lists by FAFSA year which matches application year for WV Invests
 - Should always review when reconciling for the term and review prior to closing

WEST VIRGINIA Invests

FAFSA Year:

SSNO	FIRST_NAME	LAST_NAME	PROM_HIST	HEGP_ELIG
				Y
				Y
				Y
				Y
				Y
				Y
Y				
				Y
Y				Y
				Y
				Y
Y				
				Y





Student Requirements, if eligible

- Enroll at least half-time
- ~~Pay for and take a drug screen during 60 days prior to first term eligible in each academic year through approved process~~
- Complete a Promissory Note each year
- Complete 2 hours of community service during each term in which funding is received as approved by the college
- Must live in WV for 2 years or must pay back the funds *after* dropping below half-time enrollment *at an Invests-eligible institution*



Appeals

- Appeal to Waive Half-time Enrollment Requirement
 - For students who do not have enough DPC to be half-time
 - www.cfwv.com/investsappeal
- Residency Appeals for State Financial Aid Eligibility
 - www.cfwv.com/residency
 - Not A WV Resident – NOT always indicator of residency status
 - Incomplete FAFSA
 - Indicated special circumstances
 - Marked wants unsub loan only



Promissory Note

- Must complete annually for entire academic year
- Electronically sent to student via webmaster@ecsi.net
 - Plan is to generate same day award letter email send
- Agrees to live in WV for 2 years after dropping below half-time enrollment at an Invests-eligible institution
- Outlines terms if grant converts to a loan
- Email reminders sent with deadline, extended deadline before canceled



Community Service

- 2 hours required every term receiving award
- Must complete during term – day 1 through end of term
- Documentation submitted and approved by college
 - College reports completion on FAMS for each term
- Cannot be for:
 - Family member
 - Pay
 - Proselytizing
- Failure to complete during term results in loss of award for term



Process

- Student applies and completes FAFSA
- College FA offices certify application as eligible or ineligible
 - For eligible applicants, certification begins in March for Summer-Spring, June for Fall-Spring, November for Spring only.
 - If ineligible and student resolves reason, application can/should be reviewed and certified again by college.
- Student receives communications (award letter or denial letter based on certification and certification date) – usually sent NEXT business day
 - Initial DELAY in sending award letters in March/April this year
 - If student is eligible, next steps listed in award letter, then promissory note will be issued
- Promissory notes processed daily to FAMS day after completed



Common Mistake/Issues on Application

- No FAFSA but school has complete FAFSA. Check SSN and DOB on FAMS
 - If incorrect in FAMS, student must update their Contact Information in WVSAM
 - If incorrect on FAFSA, student must correct FAFSA
- Not a WV Resident but is a resident
 - Is FAFSA incomplete? This is default reason for null FAFSA
 - Has the student indicated they want unsub loan only?
 - Is state residence question answered and date listed on FAFSA? (also for parent of dependent student)
 - Appeal option

Some of this is going to change



You can change as eligibility changes

FAMS – Institution Eligibility

FAMS Driven (can't select)

- No FAFSA - F
- *Has a prior degree* - A
- Not a WV resident - AF
- Not in eligible program - A
- No high school degree - F
- Defaulted on student loan - F
- Not a citizen or legal resident - F

Only Certify Ineligible

A = determined from application

F = determined from FAFSA

School selects

- Eligible
- Eligible but has enough aid
- No information on file
- Not meeting SAP
- Not eligible by Institution
- Eligible but declined award
- Verification
- ~~90+ hours/Associate Degree~~
- New codes coming soon



Temporary Changes: Do NOT Certify yet

- Institution Eligibility shows Has a Prior Degree
 - FAMS needs updated first
- You determine has attempted 90+ hours or earned associate degree
 - This is no longer part of determining eligibility
 - Replacing with cannot exceed 6 semesters of full-time usage
 - FAMS will start showing previous percentage used.
- If you believe they have exhausted eligibility (6 semesters)
 - We will try to identify soon and send you a list.
- We will let you know what FAMS is updates and to go back and review/certify these situations.

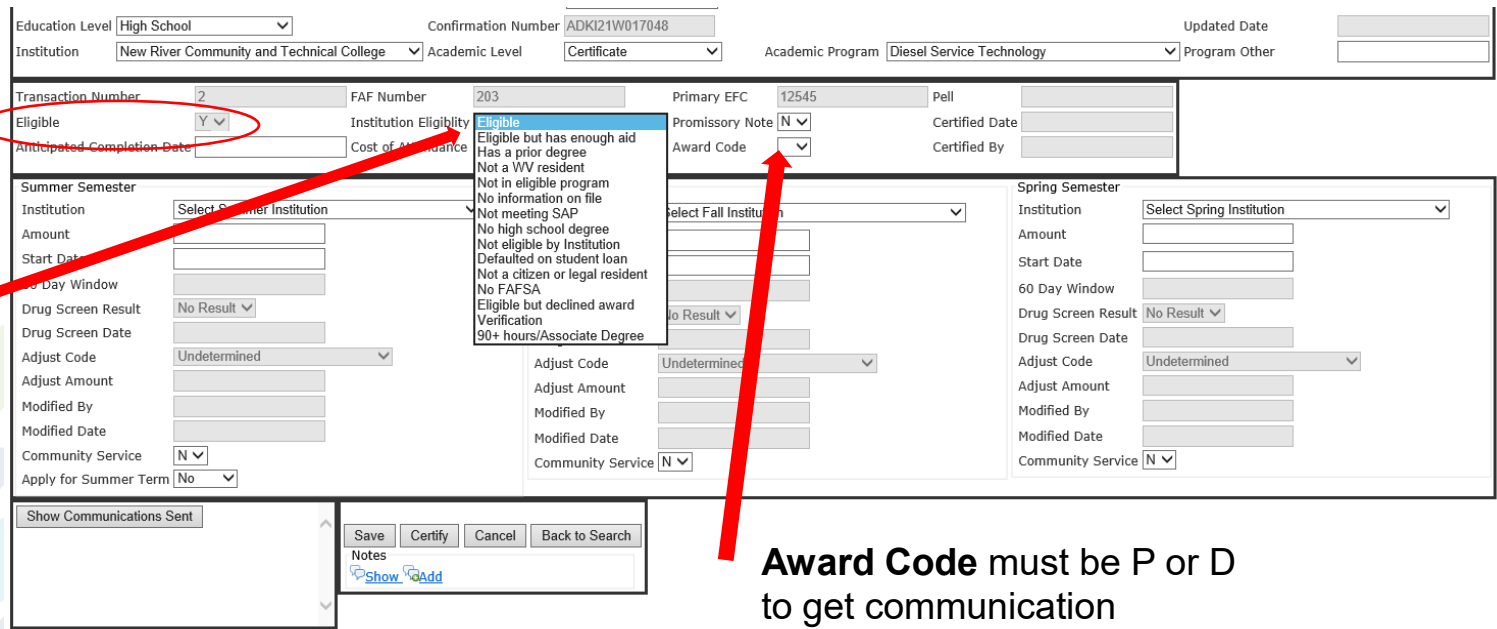
Certifying

Eligible field

- N = Ineligible
 - Initial review – can only certify as ineligible
 - Subsequent review after certified – depends
- Y = Appears eligible in FAMS but school must still review eligibility.

Education Level	High School	
Institution	New River Community and Technical College	
Transaction Number	2	FAF Number
Eligible	Y	Institution E
Anticipated Completion Date		Cost of Atte
Summer Semester		
Institution	Select Summer Institution	
Amount		
Start Date		
60 Day Window		
Drug Screen Result	No Result	
Drug Screen Date		
Adjust Code	Undetermined	
Adjust Amount		
Modified By		
Modified Date		
Community Service	N	
Apply for Summer Term	No	
Show Communications Sent		
		Save C
		Notes
		Show

- Eligible gets Award Letter email/text.
- Eligible But Declined Award gets nothing.
- All others get denial email/ text with reason ineligible.



Education Level: High School | Confirmation Number: ADK121W017048 | Updated Date: []

Institution: New River Community and Technical College | Academic Level: Certificate | Academic Program: Diesel Service Technology | Program Other: []

Transaction Number: 2 | FAF Number: 203 | Primary EFC: 12545 | Pell: []

Eligible: Y | Institution Eligibility: Eligible | Promissory Note: N | Certified Date: []

Anticipated Completion Date: [] | Cost of Attendance: [] | Award Code: [] | Certified By: []

Institution Eligibility Reasons:

- Eligible
- Eligible but has enough aid
- Has a prior degree
- Not a WV resident
- Not in eligible program
- No information on file
- Not meeting SAP
- No high school degree
- Not eligible by Institution
- Defaulted on student loan
- Not a citizen or legal resident
- No FAFSA
- Eligible but declined award
- Verification
- 90+ hours/Associate Degree

Summer Semester: Institution: Select Summer Institution | Amount: [] | Start Date: [] | 60 Day Window: [] | Drug Screen Result: No Result | Drug Screen Date: [] | Adjust Code: Undetermined | Adjust Amount: [] | Modified By: [] | Modified Date: [] | Community Service: N | Apply for Summer Term: No

Spring Semester: Institution: Select Spring Institution | Amount: [] | Start Date: [] | 60 Day Window: [] | Drug Screen Result: No Result | Drug Screen Date: [] | Adjust Code: Undetermined | Adjust Amount: [] | Modified By: [] | Modified Date: [] | Community Service: N

Buttons: Save, Certify, Cancel, Back to Search

Notes: [] | Show, Add

Award Code must be P or D to get communication

- P = Award Letter
- D = Denial



Certify Eligible

- Fields to complete
 - Anticipated Completion Date
 - Cost of Attendance
 - In each Semester box eligible
 - Amount (prefer max possible)
 - Start Date (yes, we still want this information)
 - Double check dates (YEAR)
- Hit Certify. This will:
 - change Award Code to P
 - populate or update Certified Date and Certified By fields



Certify Ineligible

- Fields to update
 - Institutional Eligibility – unless already reflecting the ineligible reason
- Hit Certify. This will:
 - change Award Code to D
 - populate or update Certified Date and Certified By fields
- USE our denial notification to help get students to complete requirements earlier
 - No FAFSA
 - Verification
 - Not meeting SAP



Promissory Note Complete:

When Y.

N = not certified as eligible

P = generated or soon will be and unsigned

D = canceled

Award Code updates to A, Adjust Code to Award, and Adjust Amount populated after Prom Note complete and processed.

Transaction Number	1	FAF Number	064	Primary EFC	17195	Pell	
Eligible	Y	Institution Eligibility	Eligible	Promissory Note	Y	Certified Date	7/28/2021
Anticipated Completion Date	5/15/2023	Attendance	18408	Award Code	A	Certified By	Jillian

Summer Semester	Fall Semester	Spring Semester
Institution: Pierpont Community and Technical College	Institution: Pierpont Community and Technical College	Institution: Pierpont Community and Technical College
Amount: [input]	Amount: 2948	Amount: 2948
Start Date: [input]	Start Date: 8/16/2021	Start Date: 1/24/2022
60 Day Window: [input]	60 Day Window: 6/17/2021	60 Day Window: 11/25/2021
Drug Screen Result: No Result	Drug Screen Result: Negative	Drug Screen Result: No Result
Drug Screen Date: [input]	Drug Screen Date: 8/13/2021	Drug Screen Date: [input]
Adjust Code: Undetermined	Adjust Code: Award	Adjust Code: Undetermined
Adjust Amount: 0	Adjust Amount: 2948	Adjust Amount: 0
Modified By: [input]	Modified By: [input]	Modified By: [input]
Modified Date: [input]	Modified Date: [input]	Modified Date: [input]
Community Service: N	Community Service: N	Community Service: N
Apply for Summer Term: No		

Where to indicate Community Service has been completed



Community Service Processing

- Completed and approved
 - Change Community Service for term to Y in FAMS
- If does not complete
 - Cancel award at school and student owes back to school
 - Update Adjust Code to Did Not Complete Comm Service
 - Update Adjust Amount to \$0





Reconciliation Dates

- Summer – July 15 (being moved forward 1 month since drug screens no longer need rolled)
- Fall – October 15
- Spring – March 15
- Coming soon:
 - Field to enter attempted our when reconciling. This will calculate usage.
 - Plan to create batch upload process



Communication Codes (2026-2027)

- Show Communications Sent box
- WIN26Award = award letter
- WIN26Denial = denial notification
- WIN26PnRmd = promissory note reminder
- WIN26CsRmdSu = summer community reminder notification
 - WIN26CsRmdFa (fall), WIN26CsRmdSp (spring)



Exit

- Once student graduates (not continuing enrollment toward associate) or drops below half-time enrollment (does not re-enroll), must complete Exit Interview
- Schools provide separation date to WV Invests via GoAnywhere
 - SSN, student last name, student first name, separation date
 - Summer enrollment not included, generally; do need summer graduates
 - Frequency – at end of term and after term begins, at least (fall/spring)
 - Email program manager when loaded
- Student sent email with link to Exit Interview to complete
- Reminds student of their obligation, collects updated contact information



Post-Enrollment Residency Obligation

- Only agreeing to live in WV; does NOT have to work in WV or in field
- Begins after no longer enrolled at least half time (CHANGE) *at any Invests eligible institution*
 - First enters 6-month grace period
- We will contact student for documentation, when needed
- Residency verified 3 times during 2 years
- If student gets a bill from Heartland ECSI, contact WV Invests
 - wvinvests@wvctcs.edu or 304-558-4618

Questions?





Division of Financial Aid

West Virginia Higher Education Policy Commission

(304) 558-4618 • wvfinancialaid@wvhepc.edu

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